


**SECRET**  
(When Filled In)

VOUCHER NO. 7-12		<b>REQUEST FOR PAYMENT AND POSTING VOUCHER</b>				VOUCHER NO. 7-12			
<b>TO :</b> Finance Division, Accounts Branch <b>THROUGH:</b> Monetary Branch						<b>DIVISION VOUCHER NO.</b> 16 March 64 3488			
Request payment be made and/or transaction be recorded as indicated below. Pertinent documentation in support of this transaction is on file in this office.									
<b>SUBJECT</b> <i>Payment on</i>						<b>INVOICE NO(S).</b> 7 and 15			
<b>PAYMENT TO</b> <i>First National Bank of Boston</i>						<b>CONTRACT NO.</b> IK-4666			
<b>AMOUNT</b> \$ 34,398.11						<b>CHECK TO BE DATED</b>			
<input type="checkbox"/> CASH PAYMENT		<input checked="" type="checkbox"/> U.S. TREASURY CHECK		<input type="checkbox"/> AGENT CASHIER CHECK		<input type="checkbox"/> BANK CASHIER'S CHECK			
THE ATTACHED CHECKS AND/OR CASH IN THE AMOUNT OF \$ _____ SHOULD BE TAKEN INTO ACCOUNT AS INDICATED BELOW.									
I HEREBY AUTHORIZE MY AGENT, WHOSE SIGNATURE APPEARS BELOW, TO RECEIVE \$ _____ OF OFFICIAL FUNDS IN CURRENCY ON MY BEHALF.									
DATE		SIGNATURE OF PAYEE		DATE		SIGNATURE OF AGENT		SIGNATURE OF RECIPIENT	
DESCRIPTION-ALL OTHER ACCOUNTS 13-33		34-39 STATION CODE		40-42 EXPEND CODE		43 F U N D S		45-46 PAY PER. LIQ. CODE	
28-33 T/A NO.		P.O. NO.		PROP. NO.		47-52 OBLIG. REF. NO.		53 CA YR	
32-33 DIV.		PROJECT NO.		FY		48-54 ADVANCE ACCT. NO.		54-57 GENERAL LEDGER ACCT. NO.	
DESCRIPTION-ADVANCE ACCOUNTS 13-27								58-67 ALLOT. OR COST ACCT. NO.	
								62-67 CK. NO. X REF. NO.	
								68-70 DUE DATE	
								71-80 AMOUNT	
								DEBIT	
								CREDIT	
ITEK				8817		4666		610	
11								61-0572-0002	
								740	
								34,398.11	
								HS	
								34,398.11	
<i>Original &amp; 1 Address</i> <i>1 Contract IK-4666 (1027)</i> <i>1- Voucher</i>									
PREPARED BY		DATE		AUTHORIZED CERTIFYING OFFICER		DATE		TOTALS	
		14 March 64		/s/				34,398.11	
								25X1	
								34,398.11	

**PUBLIC VOUCHER FOR PURCHASES AND  
SERVICES OTHER THAN PERSONAL**

Use continuation sheet(s) if necessary

D. O. VOU. NO. \_\_\_\_\_

BU. VOU. NO. \_\_\_\_\_

Page 1 of 1

U. S. \_\_\_\_\_  
(Department, bureau, or establishment)

Voucher prepared at \_\_\_\_\_  
(Give place and date)

Payee's Account No. \_\_\_\_\_ Discount Terms \_\_\_\_\_

TO ITEK Corp.  
(Payee)

Boston, Mass.  
(Address)

PAID BY
---------

Contract No. IK-4666 Date \_\_\_\_\_ Req. No. \_\_\_\_\_ Date \_\_\_\_\_ Invoice Rec'd. \_\_\_\_\_  
Shipped from \_\_\_\_\_ to \_\_\_\_\_ Weight \_\_\_\_\_ Govt. B/L No. \_\_\_\_\_

No. and Date of Order	Date of Delivery or Service	ARTICLES OR SERVICES (Enter description, item number of contract or Federal supply schedule, and other information deemed necessary)	Quantity	UNIT PRICE		AMOUNT
				Cost	Per	
		<u>Invoice Numbers</u>				
		7 (Orig. Inv. Att.)				\$29,368.47
		15 " "				5,029.64
TOTAL						\$34,398.11

PAYMENT:

COMPLETE ☐

PARTIAL ☐

FINAL ☐

PROGRESS ☐

ADVANCE ☐

(PAYEE MUST NOT USE THIS SPACE)

DIFFERENCES \_\_\_\_\_

Amount verified; correct for 34,398.11

(Signature or initials) [Signature]

† Approved for \_\_\_\_\_ = \$ \_\_\_\_\_

By \_\_\_\_\_

Title \_\_\_\_\_

Exchange rate \_\_\_\_\_ = \$1.00

THE REVERSE OF THIS FORM MUST BE EXECUTED WHEN PURCHASES ARE MADE

ACCOUNTING CLASSIFICATION (Appropriation Symbol)

STAT \_\_\_\_\_

ify that yment.

MAR 1964

(Date)

ting Officer)

FORM

onal)

Paid by { Check No. \_\_\_\_\_ on Treasurer of the United States

Check No. \_\_\_\_\_ on \_\_\_\_\_

Cash, \$ \_\_\_\_\_, on \_\_\_\_\_, 19 \_\_\_\_\_ Payee \_\_\_\_\_

(Name of Bank)

\* When used in foreign countries, insert name of currency of country in which used.

† If the ability to certify and authority to approve are combined in one person, one signature only is necessary; otherwise the approving officer will sign on the line below "Approved for \$ \_\_\_\_\_", and over his official title.

Per \_\_\_\_\_

Title \_\_\_\_\_

## METHOD OF OR ABSENCE OF ADVERTISING

### METHOD OF ADVERTISING

1. Advertising in newspapers Yes ☐ No ☐.
2. (a) Advertising by circular letters sent to \_\_\_\_\_ dealers.  
(b) And by notices posted in public places Yes ☐ No ☐.

(If notices were not posted in addition to advertising by circular letters sent to dealers, explanation of such omission must be made below.)

### ABSENCE OF ADVERTISING

3. Without advertising, under an exigency of the service which existed prior to the order and would not admit of the delay incident to advertising.
4. Without advertising in accordance with \_\_\_\_\_
5. Without advertising, it being impracticable to secure competition because of \_\_\_\_\_

(Here state in detail the nature of the exigency or circumstances under which the securing of competition was impracticable under 3 and 4)

NOTE.—The above form "Method of or Absence of Advertising" is to be used when purchases are made or services secured under proper authority without written agreement in any form. In case of a written agreement (formal contract, proposal, and acceptance, or less formal agreement) Standard Form No. 1036 should be used for abstracting the method of or absence of advertising and award of contract. (See 7 GAO 4500 and 5000.)

\* U. S. GOVERNMENT PRINTING OFFICE: 1959 O—513814

SPECIAL HANDLING

9040-64-909

Copy No. /



# INVOICE

## Itek Corporation

Lexington 73, Massachusetts

**SOLD TO:****SHIPPED TO:****INVOICE DATE** 2/14/64**INVOICE NO.** 7

terms, net cash

YOUR ORDER NO.	GOV'T CONTRACT NO.	SHIPPED VIA -	
IK-4666			9093

PERIOD COVERED: INCEPTION THRU 2/7/64

Direct Labor	\$ 49,602.35
Overhead	70,933.33
Materials	26,901.75
Sub-Contract	
Material Handling	4,035.28
Other Direct Charges	1,550.67
Total Manufacturing Cost	153,023.38
General Administration	22,188.39
Vidya Sub-Contract	7,084.00
Total	182,295.77
Previously Billed by Itek	152,927.30
Net Amount Due on this Invoice	<u>\$ 29,368.47</u>

"I certify that the above bill is correct and just and that payment has not been received. Payment is requested on a provisional basis pending the establishment of accepted overhead rates."

STAT

\_\_\_\_\_ to the Corporate Controller

"It is hereby acknowledged that the assignment of all monies due and to become due under Contract No. (classified), is effective and covers this invoice which is to be paid directly to the Assignee, The First National Bank of Boston, 67 Milk Street, Boston 5, Massachusetts."

Itek Corporation

BY \_\_\_\_\_

to the

Corporate Controller

STAT

**SPECIAL HANDLING**

-9093-

Invoice No. 7

PERIOD COVERED: 1/25/64 thru 2/7/64Direct Labor

Government Systems	\$ 6,492.43
Research Division	
Total Direct Labor	<u>6,492.43</u>

Overhead

Government Systems Division @ 143%	9,284.18 ✓
Research Division @	
Total Overhead	<u>9,284.18</u>
Materials	8,395.92
Sub-Contract	
Material Handling @ 15%	1,259.39 ✓
Travel	
Tel. & Tel.	53.40
Other Direct Charges	
Other Direct Labor	164.00
Overtime Premium	
Contract Labor	
Total Manufacturing Cost	<u>25,649.32</u>
General Administration @ 14.5%	3,719.15 ✓
Total	<u><u>\$29,368.47</u></u> ~

SPECIAL HANDLING



# INVOICE

## Itek Corporation

Lexington 73, Massachusetts

**SOLD TO:****SHIPPED TO:****INVOICE DATE** 2/14/64**INVOICE NO.** 15**terms, net cash**

YOUR ORDER NO.	GOV'T CONTRACT NO.	SHIPPED VIA -	
IK-4666			9045

PERIOD COVERED: INCEPTION THRU 2/7/64

Direct Labor	\$ 253,639.63
Overhead	374,892.85
Materials	335,722.73
Sub-Contract	-0-
Material Handling	16,999.31
Other Direct Charges	16,790.76
Total Manufacturing Cost	998,045.28
General Administration	128,034.15
Total	1,126,079.43
Previously Billed by Itek	1,121,049.79
Net Amount Due on this Invoice	<u>\$ 5,029.64</u>

"I certify that the above bill is correct and just and that payment has not been received. Payment is requested on a provisional basis pending the establishment of accepted overhead rates."

STAT

\_\_\_\_\_ to the Corporate Controller

"It is hereby acknowledged that the assignment of all monies due and to become due under Contract No. (classified), is effective and covers this invoice which is to be paid directly to the Assignee, The First National Bank of Boston, 67 Milk Street, Boston 5, Massachusetts."

Itek Corporation

BY \_\_\_\_\_

STAT

\_\_\_\_\_ the

Corporate Controller

**SPECIAL HANDLING**

## ● SPECIAL HANDLING ●

-9045-

Invoice No. 15

PERIOD COVERED: 1/25/64 thru 2/7/64Direct Labor

Government Systems

Research Division

Total Direct Labor

Overhead

Government Systems Division @

Research Division @

Total Overhead

Materials

\$3,819.74

Sub-Contract

Material Handling @ 15%

572.96 ✓

Travel

Tel. &amp; Tel.

Other Direct Charges

Other Direct Labor

Overtime Premium

Contract Labor

Total Manufacturing Cost

4,392.70

General Administration @ 14.5%

636.94 ✓

Total

\$5,029.64 ✓

SPECIAL HANDLING